

MONTANA FISH, WILDLIFE & PARKS

INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

CONTACT PERSON'S NAME/TITLE: Laurie Wolf, Education Program Manager

ADDRESS: 1420 E. 6th Ave.

CITY: Helena

STATE: MT

ZIP: 59601

PHONE: 444-9945

EMAIL ADDRESS: lwolf@mt.gov

DATE OF ANNOUNCEMENT: Friday, January 9, 2015

APPLICATION DEADLINE: Tuesday, February 17, 2015 at 5:00 PM (postmarked)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Conservation Education Intern

OF POSITIONS: 1

LOCATION(S): Helena

WORK START/END DATES: May 11th - August 14th (start and end dates are flexible and we are willing to work around school schedules)

HOURS/WEEK: 40 hours; 8-5 PM Monday - Friday and some evenings and weekends.

TRAINING/ORIENTATION DATES: May 11th

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC): \$10.50/hour. A state vehicle will be provided for the intern for any outreach education programs they have to present at. If unavailable, mileage compensation will be given to the intern for personal vehicle use and food allowances will be provided when intern is in the field away from the regular assigned duty station. Department uniform and Workers Compensation insurance will also be provided.

POSITION DESCRIPTION:

Teaching conservation education and outdoor recreation programs for school aged children and adults. Topics historically have related to natural resources conservation, Montana fish and wildlife, and outdoor recreation (archery, fishing, and kayaking). Programs will be held in an outdoor setting at Spring Meadow Lake State Park and Montana WILD (fwp.mt.gov/education/MTWild) - *A Place for Outdoor Discovery and Conservation at Spring Meadow Lake State Park*. Occasionally, the intern will do an outreach program offsite.

In addition, the intern will assist at the front desk greeting visitors, answering phones, and registering class participants.

The intern will, also, be given a project to work on that will focus on conservation education and will be responsible for completing a report at the end of the season to summarize accomplishments and activities.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

Completion of sophomore year in an undergraduate program, OR a graduate with a two or four year post-secondary degree. Major or minor in environmental/outdoor education, interpretation, biology, anthrozoology, botany, fish and wildlife, forestry, MT natural and cultural history, environmental studies, natural resources management or related fields.

Experience or education presenting to small and/or large groups. Courses in public speaking or mass communications is preferred. Previous experience developing outdoor recreation or conservation education programs and educating youth and/or adults on conservation topics is a plus.

Requires a Class D Driver's License: a single unit vehicle with a gross vehicle weight of less than 26,000 pounds. This is a basic driver's license. Interns may be towing an education trailer as long as the gross combination weight does not exceed 26,000 pounds.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

By mail or email, send cover letter, resume, listing of three professional references, and school transcripts (unofficial OK) to:

MT Fish, Wildlife and Parks
Laurie Wolf, Montana Wild- Education Program Manager
1420 E. 6th Street
Helena, MT 59601

Email: lwolf@mt.gov

We will set up initial phone interviews for out-of-state applicants and in-state applicants that live further than a 2 hour drive.

Applicants selected for an interview will be required to do a 10-15 minute interpretive talk on fish or wildlife during the interview.